

Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

RECEIVED

OCT 20 2009

Division of Business
Partnerships

Name of Organization: Kodiak Island Borough School District	377-H
Name of Project: Learning Café @ Kodiak Career Center	
Reporting Period: July through October 2009	
Contact Person: Bill Watkins and Dawnn Catt	
Contact Number: 907 481 2510 Email Address: bwatkins01@kodiakschools.org	
Expenditures to date:	

Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.

Signed by: Bill Watkins Dated 10/15/09

1. In a few sentences, please describe the scope of your project:

We are focusing our efforts to re-connect the overage and under credit student to an education that is meaningful and applicable to a future beyond high school. Our number one goal is to seek out the drop outs and potential drop outs and give them the necessary skills to be productive citizens.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

The Learning Café, funded by the Denali Training Fund, supported the WIA Summer Youth Employment program from July 1, 2009 through September 30, 2009. The summer project employed over 60 youth in our community, including 6 college students hired as career guides to support youth ages 14 – 24 with employability skills and occupational skills training. One group in particular worked with two college architectural students, the Kodiak Island Borough School District and an architectural firm, to build a two dimensional architectural concept plan into a three dimensional model. In October of 2008, the community of Kodiak was asked to pass a bond for a new high school. They were presented with a two dimensional concept map to show where certain rooms would be located. The bond did not pass for a variety of reasons, one of which was the lack of a visual three dimensional model that would clearly illustrate the interior and exterior

10/20/09
(C)

of the new building. Our local "youth" architecture group built the 3 dimensional model using sketch-up pro, shared the 3-D drawings with the community, and helped us pass a bond for a new school. We believe it was the work of our youth architecture group that moved the bond proposition forward. Kodiak is now getting a new high school.

In addition to the "youth" architecture group, the Learning Café hired a career guide to manage a group of at-risk youth for the purpose of "sprucing" up the high school building and surrounding grounds. Other summer youth employees hired through the Learning Café were employed with a variety of local businesses and organizations in relation to their skill level, ability and career interest.

Thirty two students ended the summer youth employment program earning their First Aid Card, CPR card, 30 hour OSHA construction card and their 30 hour OSHA maritime card. The OSHA course was also offered as college credit.

All "Learning Café" students must go through a rigorous intake process before they are placed into a job or career opportunity of their interest. The intake consists of the following: Youth Objective (demographic assessment), Release of Information form, Eligibility Determination and Barrier sheet, WIA Application, AKCIS Interest Survey, KeyTrain Pre-Test, ALEXSYS job survey and job search, ISS Individual Service Strategy, Resume, Application for employment, Interview, Job Skills Training. No students/customers are placed with an employer until the intake procedures are complete.

Recently we have hired a full-time tutor who has been trained to use KeyTrain and WorkKeys to provide the academic support many of our customers need. Students in the Learning Café can earn high school credit by advancing through the KeyTrain levels. The tutor provides support and instruction for these students and prints out graphs and reports to show growth.

In September we hired a certified welding teacher to deliver an evening welding and OSHA course for our customers. The evening course is preparing students to pass their welding certification and is also offered as a college credit. All students, when complete, will have learned certifiable welding skills and their 30 hour OSHA construction cards.

The project manager, career guides and a representative from our partner (Kodiak Job Service), have already traveled to 5 villages since the beginning of September to deliver employability skills training.

Although the Summer Youth Employment program ended on September 30th, the Learning Café continues to provide academic and employment services for full-time and part-time students.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

1. Continue to schedule students for regular employability training workshops at the new "store-front" location.
2. Project Specialist and Job Services coordinator continue visits to the villages.
3. Plan a special celebration/graduation for the students who have earned a bronze, silver or gold Work Keys certificate and for the students who have recently earned their GED.
4. Monthly and weekly meetings with all stakeholders/partners to discuss success and challenges and recommend solutions for the challenges facing Kodiak's young adults.
5. Support the next Construction Academy in December
6. Support a Math/Science Academy in November
7. Support additional intensives (Boat Building, Construction, Welding, Automotive, Health – First Aid, CPR, CMT)
8. A project specialist and Youth Career Guides will travel to the mainland with several students to visit Job Corp, AVTEC and UAA.

4. a. How many are in your training program during this reporting period?

We currently have 43 students enrolled in the program.

b. How many people have been trained and/or certified to date from this grant?

32 students have earned their 30 hour OSHA construction and 30 hour OSHA Maritime cards.

These same students earned their First Aid and CPR cards. We currently have three students who are ready to take their welding certification test and will be doing so in November. 8 students were trained to use Sketch-Up pro as a Computer Assisted Drafting tool to design and build 3-D models of the new high school.

(Please complete form below.)

5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

Community where trainee lives	Type of Training/ Service	Type of Certification to be earned/earned	Dates of training	Graduation Date	Employment commitment after training is complete
Kodiak (7 students)	Welding;	Type 1, Welding Certification	Sept through January	TBD	Part-Time School District Arc and Spark
Kodiak/Villages	OSHA	10 hr OSHA Cards			
Kodiak	ERA	Travel	Sept		ERA

	Ticket Agent	Agent Training	through January		
Realty 1	Real Estate Agent	Real Estate Training			Realty 1
Gwen's Catering	Culinary Arts	Food Handlers Card	Going to Job Corp		Gwen's Catering
Island Coffee	Food Services	Food Handlers Card			Island Coffee
Island Hydraulics	Boat Maintenance		Going to AVTEC		Island Hydraulics after return from AVTEC
Providence Hospital	CNA		Enrolling in CAN courses		Possible position with Providence
Design Studio	Cosmetology	In-House Training			Design Studio
Kodiak Island Housing Authority	Maintenance	In-House Training	Enrolling in maintenance courses and intensives.		

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Please provide an explanation to this change and your resolution to the variance.

- 1. We did not hire the Tagalog Community Liaison that was originally written into the grant. There was a lack of qualified candidates and the fact that we have qualified interpreters already employed at the high school that can provide services to our non and limited -English speaking customers. We also**

have community "Tagalog" volunteers who are working with us to do community outreach by advertising our program in the community (at the canneries and other places where a majority of our Filipino families are employed). By not hiring a Tagalog Community Liaison we over budgeted our personnel costs. However, under budgeted our facility costs. Leased space costs approximately \$2.00 to \$2.20 per square foot. We need a minimum of 1400 square feet to operate a program that will house 20 to 40 clients/students at any given time. The space needs offices separate from a common work space (with computers) for our clients. In addition, we cannot lease a space for less than 2 years (many lessors are asking for a 3 to 5 year lease). Our current lease agreement will be \$2950 per month through June 30, 2010. We budgeted approximately \$14,000 (annually) for leased space. In reality we need \$35,400 annually. Our increased student enrollment will sustain the program beyond the two year commitment to the lease – the program will eventually pay for itself. Currently, we will be over budget for our facility costs and will be under budget for our personnel costs. We will also be increasing our contractual expenses by hiring (through MOA's) trainers to teach and deliver specialized academies and intensives. Funds will need to be transferred from Personnel to Contractual to cover the cost of leased space and contractual MOA agreements to teach intensives. We also need to transfer some funds from travel and personnel to pay for the cost of supplies for the intensives and the cost of student furniture for the Learning Café Facility.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

We will continue to use the Work Keys assessment and the KeyTrain curriculum and assessments to monitor skill level and understanding. Our goal is to have all our clients earn a silver or gold certificate.

8. Please identify areas that we can assist you in the future.

We would like to continue the practice of hiring certified teachers to teach career tech classes such as welding, carpentry, business applications, graphic design, computer assisted drafting, culinary arts, automotive technology, during after school hours. The one welding class we are currently offering is a huge success. Expanding this practice into the next semester (January) would require approximately \$30,000 in additional funding to pay a \$6,000 Stipend (TEA) to teach 5 different career tech courses. Again, once the Career Classes begin and operation of the program is functioning as after school/evening classes under the umbrella of the Kodiak Learning Cafe, the increased enrollment will sustain the program for years to come.

**Karluk, Ouzinkie, Larsen Bay, Akhiok,
and Port Lions School Visit Debrief**

Nicola Belisle, Kathy Watkins, Marsha
Helms, Alecia Gronn

Kodiak Learning Cafe October 10, 2009

classroom near the sign that aligns
with their work values. Students were
asked to discuss the reasons for their
votes.

9:30 Arrive Karluk School

9:40 *Activate Prior Knowledge:*
Students asked to recall information
from previous KCC visit.
Students played a warm up game
that stresses the importance of
effective communication.

10:00 *General Application PowerPoint:*
Students learned the specifics of
completing an application through a
presentation by Nicola.

10:50 Break

11:00 Students played a game to
emphasize teamwork.
Mock Interview: KCC
Representatives perform "good" and
"bad" interview conduct.
Circle Interview:
Students write name and a position
for which they are applying on a note
card. Instructors collect cards and ask
students one interview question (e.g.
"tell me about yourself") at a time.
Students are then provided feedback.
Students then asked interview
questions to each other.

12:00 Lunch

12:30 *Work Values Voting:*
Instructors posts "I Agree," "I
Disagree," "I am Unsure" signs in
different areas of the room. The
instructor reads each work value
aloud and writes each value on
board. Students will "vote" by moving
to the appropriate areas of the

1:15 Break

1:45 AKCIS.org Work Importance Locator
Students use the interactive website
to explore their ideal workplace
conditions.

2:30 Depart Ouzinkie School

Feedback

- oThe students were preparing for a local career fair for which they were asked to interview a professional in the community. The Circle Interview game provided a chance for students to ask and answer questions.
- oKCC instructors felt that a follow-up activity, like Circle Interview, with counselor Jean Grenning would be valuable to improve interview skills.
- oGeneral Application and Work Values Voting provided opportunities for discussion.

Areas Needing Improvement

- oKCC instructors expressed need for longer visits – i.e. overnight stays – to allow for individual guidance with older students.
- oWarm up games to engage and energize students should be improved and focused.
- oThe post-visit evaluation was not provided to the students.



Figure 1 Learning Café Students – Employability Skills Training

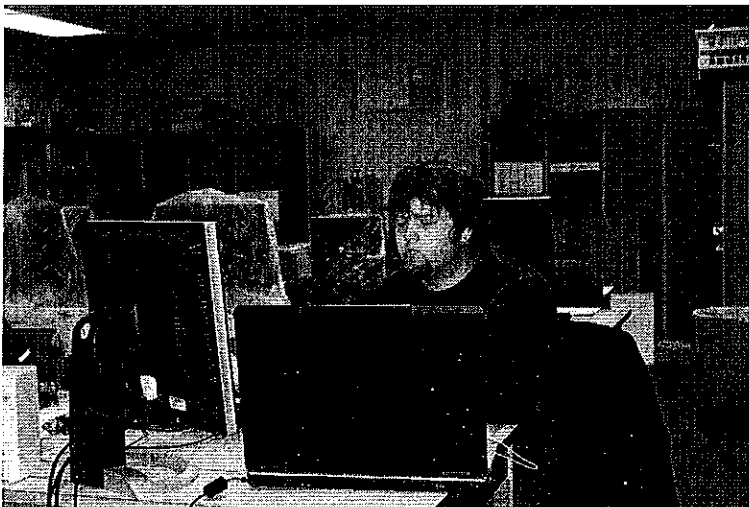


Figure 2 Architects at work – designing the new high school

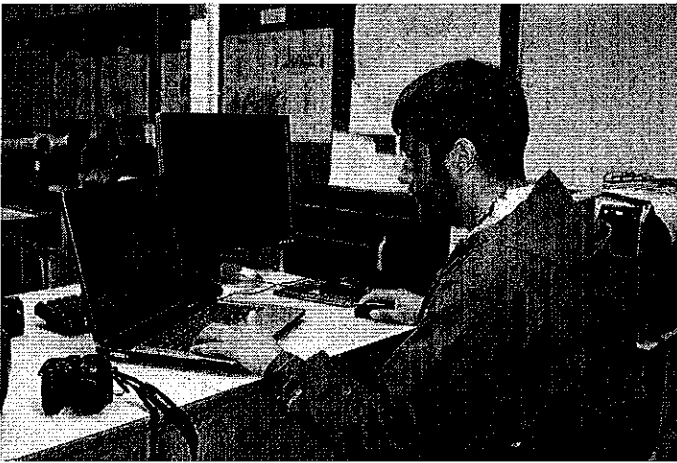


Figure 3 Architect at work – Renderings of classrooms



Figure 4 Weatherization and Construction Academy



Figure 5 Maintenance Crew Sprucing up the Court Yard

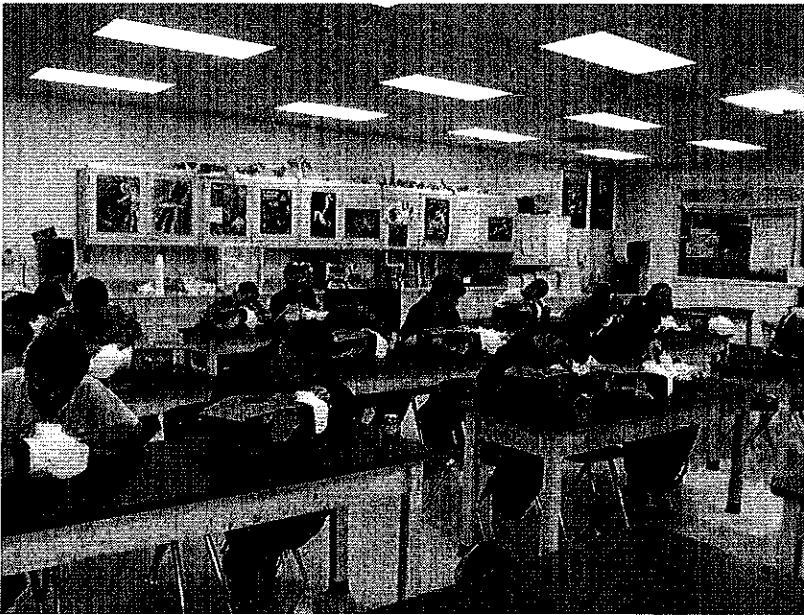


Figure 6 First Aid/CPR Training

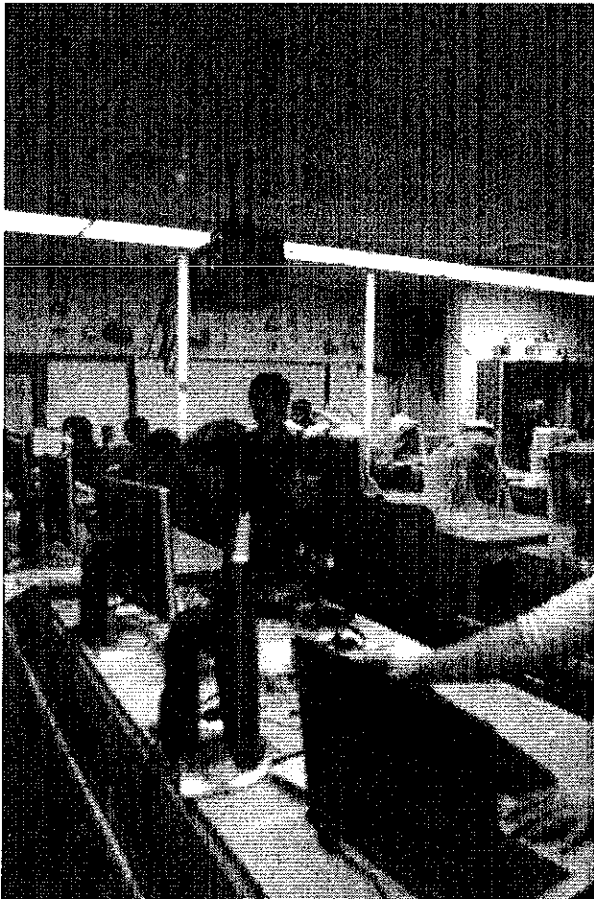


Figure 7 Architect Group at Work

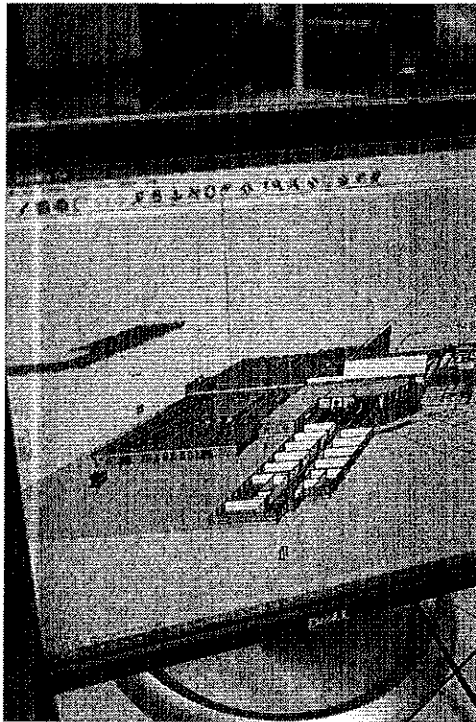


Figure 8 The design of our new school almost complete

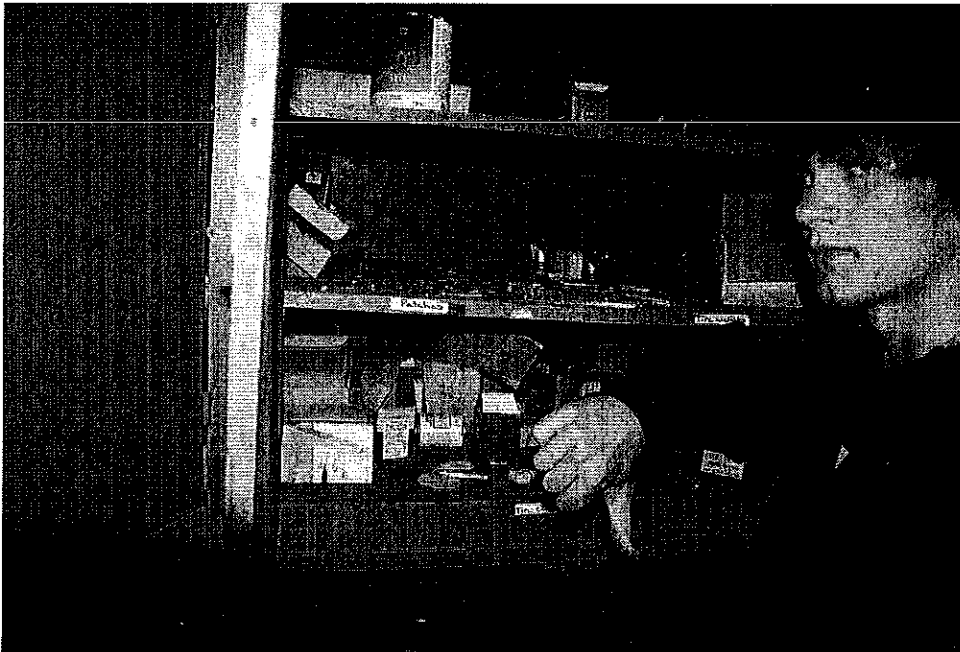
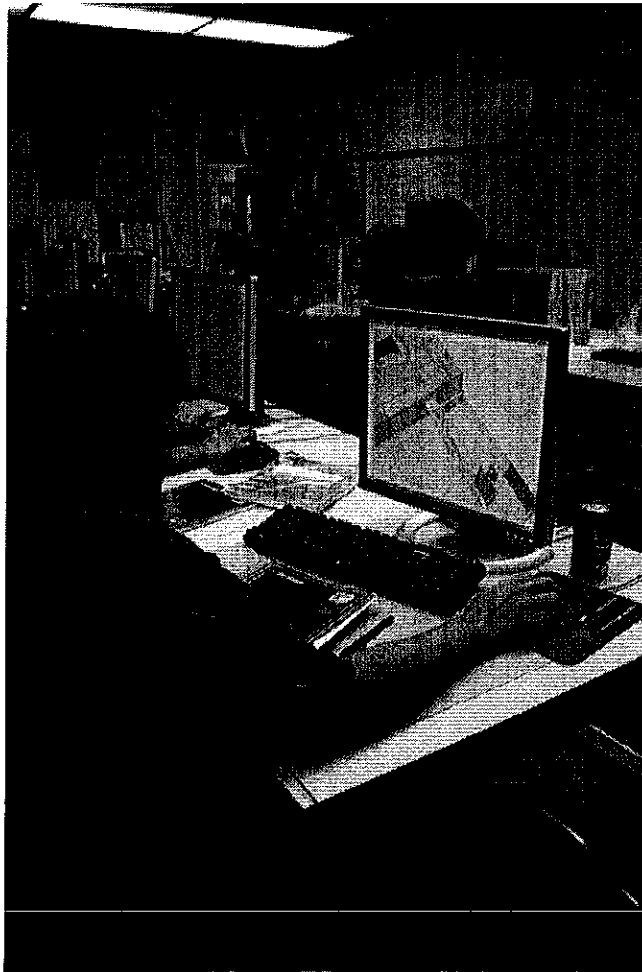


Figure 9 Youth OSHA inspector at the High School. (After OSHA training)

Alfred Charliaga



Alfred Charliaga is a 23 year old Alaska Native student in Kodiak, Alaska who did not graduate with his class. Alfred has spent 4 years of adult education training at Kodiak High School and is spending his summer working for an architectural project funded by the Workforce Investment Act and the American Recovery and Reinvestment Act. Alfred was recruited by the Kodiak Learning Center to complete his requirements for a high school diploma and to use his drawing skills to design a 3 dimensional version of the plan for a new high school in our community. Already Alfred has excelled academically by achieving a level 7 (the highest level) on Kodiak's Applied Mathematics and Reading for Information. He will earn high school credit for his academic performance. In addition he has learned how to use sketching and sketching software to take two dimensional architectural plans and build three dimensional architectural models. He has spent hours and hours researching youth development building a good character, the needs of our students and community and is confident. Alfred comes to work on time every day, he is focused on his job and he is a team player. Alfred will complete all the requirements for his diploma by August 30 and is planning to pursue a career in architecture and design. His success is directly related to the Kodiak Summer Youth Employment Program and the American Recovery and Reinvestment Act. Thank You!!

Success Story

Gabriella Serrano



Gabriela Serrano joined the Summer Youth Employment Program through the Learning Café on June, 2009. Gabriela has expressed great interest in pursuing a career in the retail industry. With the information that we have gathered from Gabriela, we have the opportunity to place her in a retail position at The Treasury. Gabriela spends 3-4 hours a day 5 days a week working at the store cleaning, assisting the customers, working the register and many more tasks. During my observations Gabriela has shown that she is a very strong worker, willing to learn new things, and has the confidence to do her job that is asked of her. I believe the life skills she's learning will help her further her career in the retail industry.



Success Story



Catherine Cooke-Dew

Catherine Cooke-Dew joined our Summer Youth Employment Program in July of 2009. During the screening process, Catherine expressed a great interest in pursuing a career in the Cosmetology industry. In order to help her get her foot in the door, we managed to find her a perfect spot working as a Salon Assistant at The Design Studio; a local hair salon down town. Catherine spends an average of 4 hours a day/ 4 days per week observing and practicing certain salon duties, such as answering phones, scheduling appointments, sweeping and vacuuming the floors, stocking and taking inventory of products/ supplies, washing and prepping customers' hair, and studying different methods of styling and cutting hair. During my observation, I have noticed that Catherine has become more out-going and that her shining personality really fits well with her position. She has become more self-sufficient and has gained independence and responsibility in her new job. We hope that this experience will allow Catherine to continue to grow and learn new job skills that will help her in pursuing her interests of one day owning her own salon.

Michelle Alvarez – Summer Youth Employment Program Mentor

SUCCESS STORY



Ryan Portillo

Mark Ryan Portillo joined the Summer Youth Employment Program July 2009. Ryan passionately expressed how he was interested in the construction field. With this information, we had a great opportunity to place him among a responsible, hardworking maintenance crew with Kodiak Island Housing Authority as a maintenance helper. Ryan on average spends 5-6 hours a day, 5 days a week learning employability and occupational skills tied directly to maintenance and construction.

Since Ryan has been a part of this summer youth employment program, he has obtained his 30 hour OSHA cards in Construction and Maritime Shipyard, along with his First Aid & CPR training. I've noticed he is becoming very self-sufficient while gaining the confidence he will need in the work force. Ryan takes great pride in the work he has accomplished, and new tasks he is taking on. At the end of each work day, he is quick to share with me the many new things he has learned. He also expresses how thankful he is for this opportunity and looks forward to being employed through this fall. We hope that this experience will allow him to continue growing, while learning new and valuable job skills to help him in pursuing his future career. The Kodiak Island Housing Authority would like to hire Ryan on as a full-time in their Maintenance Department at the end of our summer program.

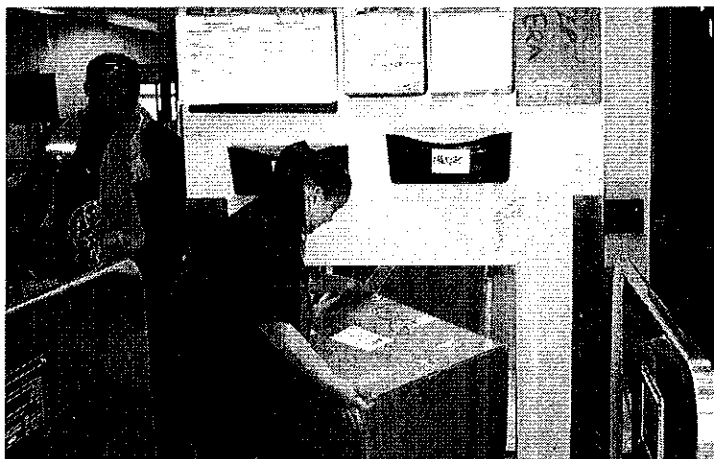
Elycia Gronn – ARRA Summer Youth Program Career Mentor

Success Story

Rosie Gomez



Rosie Gomez joined the Summer Youth Employment Program through the Learning Café on June, 2009. Rosie Gomez is a great individual she has many qualities to offer a community, at the beginning of this program Rosie expressed she just wanted a job that she could venture out with being able to move up in a company, so as her career mentor I have placed Rosie with Alaska Airlines. There she works with people in the community dealing with customer service, loading freight, working with computers, and so much more. Rosie has expressed good judgment by keeping her head held high and doing what is necessary to maintain this job, she feels that she could be a great asset to the airlines family and after talking with her co-workers and observing her I feel that way also. Rosie works five days a week 8am to 5pm I believe this job is a great starting point for Rosie to succeed at.





Success Story – Alex Mikey Chya

Alex Mikey Chya joined the Summer Youth Employment Program in June of 2009. After getting to know this young gentleman, he keenly expressed his interests as becoming a better experienced welder. Subsequent to Alex Chya's intake survey, a top career cluster of choice was architecture and construction. With this valuable information, there was a great opportunity to employ him with Kodiak Island Borough School District working at the High School on many different maintenance projects. During his employment with the school district in the Summer Youth Employment Program, Alex attended at 30 hour intensive OSHA training where he obtained his 30 hour OSHA cards in Construction, Maritime Shipyard and a 10 hour OSHA in General Industry along with his First Aid and CPR training.

Alex is extremely self- motivated at such a young age; he has the ability and the potential to achieve his passions. He is a wonderful role model to his 3 younger brothers. During an interview training workshop, for a real job interview, a question that was asked was "What are your goals for the future?" Alex's response was "Be a positive role model for my younger brothers and teach them how to become a man to take care of their own families someday." This says a lot about this young man and his goals and aspirations. It was easy to see how strongly Alex felt about family values and good work ethic. His personal goals this summer were to achieve and learn from this program everything he could. He stood out from the rest of his peers as a responsible, dedicated hard worker. Although Alex is still a high school student, his exceptional welding skills have allowed us to place him into a teaching aid position in the evening welding program. Through this program he is assisting others while gaining useful experience needed to be successful in the workforce. We hope that this experience will continue to allow him to grow and to prosper as a secure and confident young man.



Summer Youth Career Mentor and Crew Member



The Learning Café Career Guide

Success Story

Elycia Gronn

Elycia Gronn was hired into our 2009 Summer Youth Program as a Career Mentor. One of the requirements for employment was to be a college student majoring in Education. This program was the perfect opportunity to work with young people for those aspiring teachers. Elycia was excited and energetic, and loved being able to have a chance to work and mentor the youth of Kodiak. Her assignment was to work with at eight to ten at risk youth, as part of our programs partnership with Kodiak Housing Authority Maintenance Department. Elycia did an excellent job supervising and working side by side with her crew. She was also responsible for the required paperwork and records for each of her employees. Elycia took her crew through a 30 hour OSHA training that was offered to the summer participants as well as First Aid/CPR/AED certifications. Some of her students acquired 3 different types of OSHA card training. One of the best qualities that Elycia has is her warm and caring personality. She truly cares for all of her young employees, and was there whenever they needed some encouragement or just someone who would listen to them for a while. Elycia worked through the entire Summer Program to the end of September, when it was just her and the Project Manager running the entire program.

When positions to hire two Career Guides for the Learning Café were posted, Elycia immediately applied and was chosen among the many very qualified applicants. She is a wonderful addition to the team. Her drive, work ethic, and enthusiasm have encouraged our young people along with the rest of the Learning Cafe staff. Being a part of the program has strengthened her desire to become a teacher, especially to have the opportunity to be able to teach the many disadvantaged youth in the state of Alaska. Elycia plans to work at one of the rural sites on Kodiak Island after the completion of her college education.